

**Safety Review Committee
March 15, 2002
10:00 AM – 12:00 PM**

Minutes

Members Present

John Bowerman, Sharon Doyle, Ben Feinberg (Chair), Ed Lampo (Secretary), Othon Monteiro, Augusto Macchiavelli, Linfeng Rao, Arthur Ritchie, Linda Smith, Scott Taylor, Robin Wendt, Weyland Wong, Linda Wuy, Hisao Yokota

Members Absent

Joel Ager, Mack Kennedy, Donald Lucas, Steven Lundgren, Ronald Madaras, Ted Sopher,

Others Present

Don Bell, John Chernowski, Jeffrey Chung, Karl Olson, Don VanAcker, Otis Wong

Previous Minutes

Ben Feinberg, SRC Chair, called the meeting to order at 10:00 AM. The February minutes were approved as submitted.

Agenda Review

Submitted agenda was approved with the deferral of *Chair Comments* to the end -- time permitting.

New Directives and the DOE contract

Karl Olson presented an overview of DOE and C98 processes for directives. A detailed outline of processes and a summary of directives were passed out. In brief, the process is that a draft of a proposed revision to a directive is first submitted to the Field Management Council (FMC). FMC reviews and, after various inputs from BSO->SC, if the directive is deemed applicable to LBNL, it is implemented as a Berkeley Lab Institutional Standard and Work Requirement. Karl agreed that, when appropriate, the SRC might be included in the review of potential directives.

LBNL Ergonomics Management Program

Jeffrey Chung presented some data as to the return on effort put into ergo improvements. After implementing ergo programs at several companies the costs per ergo claim were variously cut in half or even to a tenth of previous claims. In July 2001 Berkeley Lab instituted mandatory ergonomics training for those using a computer four or more hours per day. In late 2001 LBNL was gearing up to fully implement the upcoming federal ergonomic requirements. These requirements were deferred subsequent to the disastrous events of September 11, 2001. Ergo improvements so far evaluated and/or made available at the Lab include: classes, displays, evaluations, task force, furniture, work stations, tools, web-based training. With these efforts the Lab has developed quite an effective ergo program. There is no doubt that Berkeley Lab's ergo program has contributed to reducing injury and lost time. Ben Feinberg agreed to request some general funds to assist with ergo upgrades for those unable to do so out of programmatic funds. The request will be sent to Sally Benson, Operations.

Electrical Safety Subcommittee

Art Ritchie, chair of SRC's Electrical Safety Subcommittee (ESS), discussed the duties and responsibilities of this group. It has prime responsibility for PUB 3000 - Chapter 8, Electrical Safety. Last year the committee extensively rewrote several sections of Chapter 8. On a Lab wide basis the ESS oversees electrical component evaluation, electrical fabrication & installation standards, and the establishment of electrical safety work rules. Art outlined the sharing by EH&S, Engineering, and Facilities of authority and jurisdiction concerning electrical safety at Berkeley Lab. ESS membership is approximately two-thirds from Engineering and Facilities, with the other third from the research divisions.

Matrix Employee Safety

Don Van Acker brought to the SRC a draft of Matrix MOU. Areas of employee safety listed include: Hazard Control, Engineering Control, Personal Protection, Administrative Controls, etc. The home and host divisions would sign agreement specify which entity has responsibility for what area. SRC members are requested to take draft MOU to their divisions for discussion and tailoring to their special needs.

The meeting was adjourned at 12:02 PM.

Respectfully submitted,

Ed Lampo

Next Scheduled SRC Meeting:

May 17, 2002

10:00 AM – Noon

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